

# Forum

*Note: This document addresses Moodle™ version 1.8. Other versions may require modifications to some instructions mentioned herein.*

A Forum is an online discussion. Users can select a discussion topic within the forum, and post a response to it.

1. In the editing mode of your course, click the pull-down menu of **Add an Activity**. Select **Forum**.
2. On the **Adding a new Forum** page, name the Forum and write a detailed description. (This is where you explain the Forum to your students.)

## Adding a new Forum to topic 4

**General**

Forum name\*

Forum type ? Standard forum for general use ▼

Forum introduction\* ?

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Path:

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3. Select the type of forum you would like to use:
  - a. Standard forum for general use-a good general use forum where a student can start a new topic at any time.
  - b. Single simple discussion-best for a short, focused discussion on a single topic, all on one page.
  - c. Each person posts one discussion-each student can post only one new discussion topic, although everyone can reply to them.
  - d. Q and A forum-the “question and answer” forum requires students to respond before being able to view other students’ postings. This means the student must be original and cannot see other responses until they have presented their own thoughts first.
4. Type in an introduction for the forum and question(s)
5. Set options in the following areas to meet your needs.
  - a. Forcing everyone to subscribe
  - b. Read tracking for the forum
  - c. Set maximum size of attachment allowed

## 6. Grade

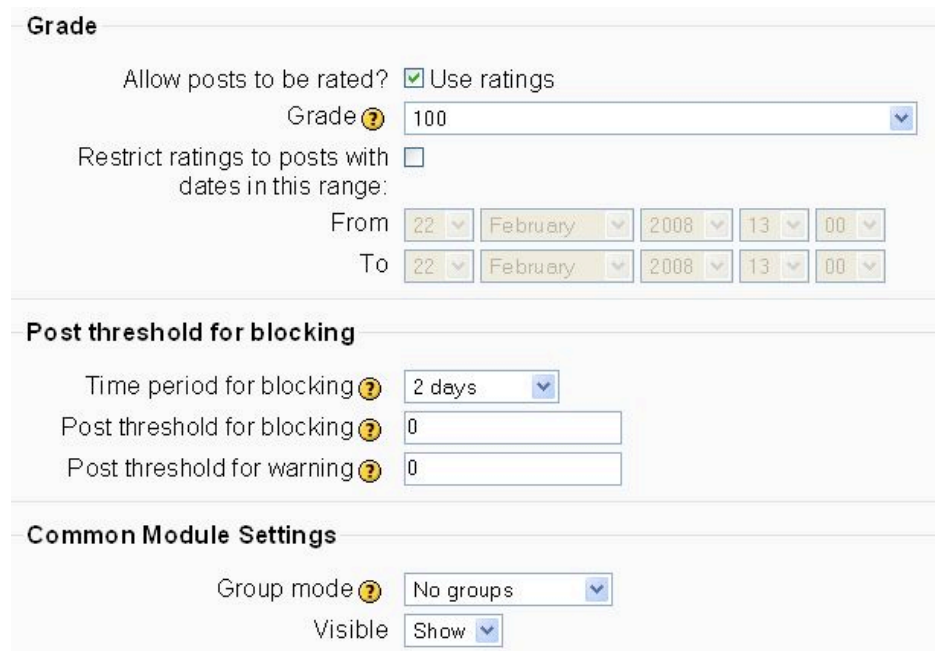
- Set whether or not the posts are to be rated, if so select grading scale
- Can restrict the date range for those to be rated.

## 7. Post threshold for blocking

- Allows management of number of postings allowed per user in a specified period of time. Can set a warning to be given as they near the threshold. If set at 0, will disable blocking or warning.

## 8. Common Module Settings


- Allows groups settings and whether it is visible



The screenshot shows the Moodle forum settings page. It is divided into three sections: Grade, Post threshold for blocking, and Common Module Settings. In the Grade section, 'Allow posts to be rated?' is checked, 'Use ratings' is selected, the Grade is set to 100, and 'Restrict ratings to posts with dates in this range:' is unchecked. The date range is set from February 22, 2008, 00:00 to February 22, 2008, 00:00. In the Post threshold for blocking section, 'Time period for blocking' is set to 2 days, 'Post threshold for blocking' is 0, and 'Post threshold for warning' is 0. In the Common Module Settings section, 'Group mode' is set to 'No groups' and 'Visible' is set to 'Show'.

**Grade**

Allow posts to be rated? ☒ Use ratings


Grade  100


Restrict ratings to posts with dates in this range: ☐


From 22 February 2008 13 00

To 22 February 2008 13 00


**Post threshold for blocking**

Time period for blocking  2 days


Post threshold for blocking  0

Post threshold for warning  0

**Common Module Settings**

Group mode  No groups

Visible Show

- Click **Save Changes**. The forum will now appear in the course's main page. 

Example of a Forum:



The screenshot shows a Moodle forum thread titled 'Possible Ideas' by Lynn Noel, dated Wednesday, 13 February 2008, 08:28 AM. The post asks for ideas for Science Fair projects. Below it are two replies. The first reply is by Jay Noel, dated Wednesday, 13 February 2008, 08:30 AM, suggesting a comparison of temperatures. The second reply is by Lynn Noel, dated Wednesday, 13 February 2008, 08:45 AM, responding to Jay's idea and suggesting comparing Fahrenheit and Celsius temperatures.

 **Possible Ideas**  
by Lynn Noel - Wednesday, 13 February 2008, 08:28 AM  
Please post some ideas for Science Fair projects for this year's Science Fair.  
[Edit](#) | [Delete](#) | [Reply](#)

 **Re: Possible Ideas**  
by Jay Noel - Wednesday, 13 February 2008, 08:30 AM  
I would like to do something about weather. Possibly a comparison of temperatures.  
[Show parent](#) | [Edit](#) | [Split](#) | [Delete](#) | [Reply](#)

 **Re: Possible Ideas**  
by Lynn Noel - Wednesday, 13 February 2008, 08:45 AM  
Great idea Jay. What are you wanting to know about temperatures? Consider comparing fahrenheit  
Consider the affects of temperature on something such as a plant or food. Any other ideas?  
[Show parent](#) | [Edit](#) | [Split](#) |